



# Operations Guide

Steve Hahn  
Introduction and  
Operations Guide  
08/21/2002

- CDF Operations Guidelines

- Defines roles and responsibilities of shift crew and supporting personnel
- During data-taking running, 24/7 operations with on-shift crew (in control room):
  - Scientific Coordinator (SciCo) – shift leader
  - DAQ Ace – data-taking
  - Monitoring Ace – safety and data quality
  - Consumer Operator – data quality
- 24 hour support from process systems technicians downstairs in cryo area (x3632) – current tech(s) on main iFIX page

Two aces per shift  
generally swap  
alternate days



# Shift Support

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➤ Other off-shift support (most with pagers or cell phones) for shift crew:

- Operations manager
- SVX radiation damage control officer (RadCo)
- DAQ experts
- CDF Mechanical Group, CDF Detector Group
- CDF Offline Group
- Etc. etc. etc.

➤ Long list of pagers

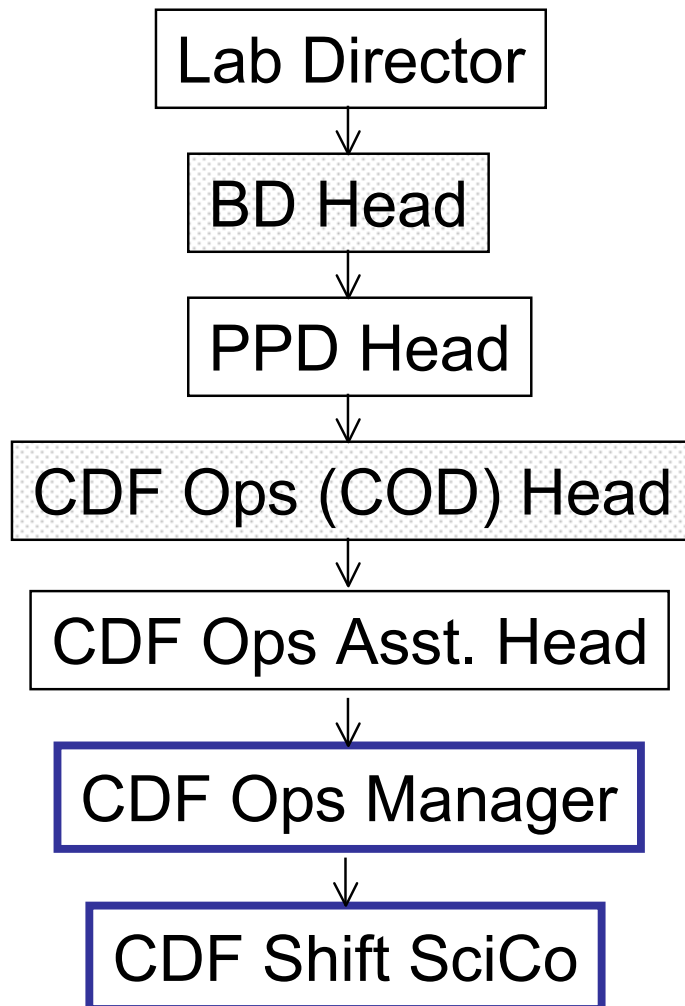
- Latest version on web:  
<http://www-cdfonline.fnal.gov/ace2help/phones.html>
- Paper copies around the control room
- Keep calling until you get help; call all numbers listed (not everyone sleeps with their pager or cell phone)



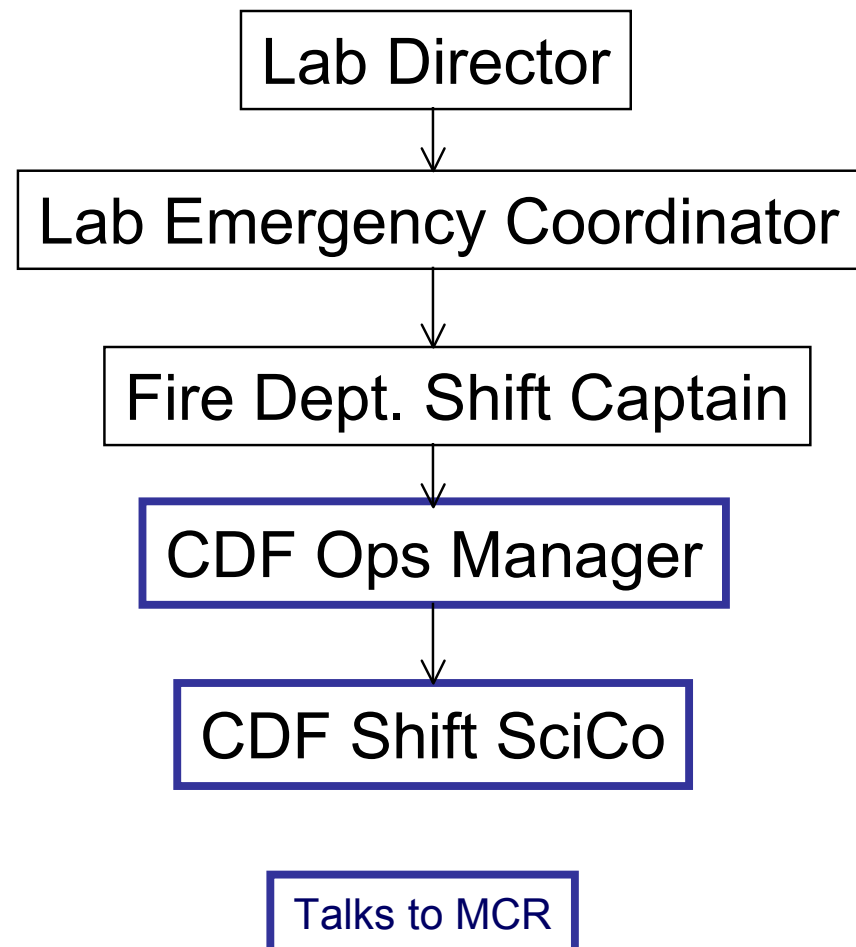
# Chain of Command

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## Normal Operations



## Emergency Situation





# Open Operations Group

## Detector and Computing Operations

Head Michael Lindgren  
Deputy Head Rob Roser  
Deputy Head Rob Harris

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Admin. Support  
Nancy Michael

Safety Coordinator  
Dee Hahn

Associate Head, Computer  
Infrastructure  
Frank Wurthwein

Data Handling  
Jeff Tseng

Farms  
Steve Wolbers  
Yen-Chu Chen

Central  
Analysis  
Systems  
Mark Neubauer

Data Bases  
Alan Sill(Deputy)

Trailer  
Computing  
Robert Harris  
Frank Wurthwein

Associate Head,  
Detector Operations  
Kaori Maeshima

Operations Manager  
Eric James  
Mathew Jones  
Phil Koehn

Daily/Weekly Ops  
Shift Crews  
Sci-Co  
Aces(2)  
Co

Calibrations

Offline Operations  
Pasha Murat

Offline Aces

Offline shift crews

Associate Head,  
Detector Subsystems  
Jimmy Proudfoot

Silicon  
Gino Bolla  
Chris Hill

COT  
David Ambrose  
Bill Orejuos  
Bob Wagner

Muons  
Camille Ginsburg  
Phil Schlabach

CLC  
Jaco Konigsberg  
Sacha Suhkanov

Monitoring/Valid  
Kaori Maeshima

Calorimeters  
Karen Byrum  
Larry Nodulman  
Willis Sakumoto

Trigger L1/L2  
Greg Field  
Peter Wittich

Online Database  
William Badgett

TOF  
Gerry Bauer  
Mathew Jones  
Fumihiko Ukegawa

DAQ  
Frank Chlebana  
William Badgett

Level 3

CSL  
T. Vaiciulis

Associate Head,  
Detector Infrastructure  
Stefano Moccia - Steve Hahn

Process Systems  
Bill Noe(Leader)  
Dean Becker  
Warren Bowman  
Cutchlow Cahill  
Steve Gordon  
Jim Humbert  
Jim Loskot  
Bruce Vollmer

Electrical and Mechanical  
Dervin Allen(Leader)  
Roberto Davila  
Lew Morris  
Wayne Walden  
George Wyatt

Slow Controls  
Steve Hahn(Leader)  
JJ Schmidt  
JC Yun

Building Manager  
Craig Olson



# Operations Group

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- Co-Heads –Mike Lindgren, Rob Roser
- ES&H Head – vacancy
- Associate Heads – Jimmy Proudfoot, Kaori Maeshima
- Training – Dee Hahn
- Operations Managers:
  - Rotation (every week, usually seven days):  
[http://www-cdfonline.fnal.gov/opshelp/ops\\_manager.html](http://www-cdfonline.fnal.gov/opshelp/ops_manager.html)
  - All ops managers have pagers
  - Active ops manager has
    - pager (314-4862)
    - cell phone (846-0600)
  - Current ops managers:
    - Eric James
    - Matt Jones
    - Phil Koehn
    - **Steve Hahn** (emeritus) – cell phone (399-0135)



# Shift Roles

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- Operations Associate Head
  - Sets priorities and goals for run
  - Maintains Run Plan
  - May act as Ops Manager if needed
- Ops Manager
  - Shift priorities
  - Runs daily operations meeting
  - Posts daily run plan
  - Coordinates shutdowns/accesses
    - Ops Man **MUST** be contacted before any access
  - Liaison to BD; attends BD meetings
  - Reports to All Experimenters meeting



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- Scientific Coordinator (SciCo)
  - Communicates with MCR
  - ERP implementation
  - Heads shift
  - Daily Operations Meeting shift summary
  - Shift resource allocation
  - Maintains logbook
  - Helps maintain downtime logger
- Both Aces
  - Assist ERP implementation
  - Enter information in logbook



# Shift Roles

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- DAQ Ace
  - Runs data acquisition and calibrations
  - Assist other DAQ users
- Monitoring Ace
  - Investigates alarms, assists in recovery procedures
  - Monitors CDF Infrastructure systems (flammable gas, cryogenics, SUVA, silicon cooling, rack protection, LCW, ECW, HVAC) through iFIX
  - "Takes preemptive actions to minimize experiment down time"
  - Monitors data quality
  - Monitors beam conditions from ACnet
  - Maintains downtime logger
  - Assists consumer operator
  - Fills out shot setup form





# Shift Roles

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- Consumer operator
  - Runs and checks data monitors
    - online consumers
    - calibration results
  - Notifies SciCo and appropriate personnel of problems